



### General Supervision System

The systems that are in place to ensure that IDEA Part C requirements are met, e.g., monitoring systems, dispute resolution systems.

The Montana Department of Public Health and Human Services, Developmental Disabilities Division, **Montana Milestones Part C/Early Intervention** is the lead agency for the implementation of the Individuals with Disabilities Education Act (IDEA) Part C. Montana Milestones Part C/Early Intervention ensures and enforces implementation of IDEA through clearly defined expectations in the following:

- SPP/APR
- Indicators for monitoring regional providers of early intervention
- Montana Part C Rules and Regulations
- Montana Part C Procedural Safeguards
- Montana Part C System of Payments
- Interagency agreements
- Contracts with regional providers of early intervention
- Complaints and due process
- Off-site and onsite monitoring
- Training and Technical Assistance
- Corrective Action Plans

Montana monitors all programs annually on SPP/APR indicators using on-site reviews and electronic database review of IFSPs, Child Outcomes Process, and transition monitoring following the Part C Integrated Time Table along with provider's self-assessments.

*See attached snapshot of the Integrated Time Table for the most recent FFY.*

### Technical Assistance System

The mechanisms that the State has in place to ensure the timely delivery of high quality, evidenced based technical assistance and support to early intervention service (EIS) programs.

**Montana Milestones Part C/Early Intervention** utilizes the technical assistance of eight regional Quality Improvement Specialists assigned to Part C/Early Intervention located in the State's Regional Offices. The individuals support regional early intervention providers on an ongoing basis to assist them in using data and making ongoing improvements and corrections. All types of technical assistance are intended to increase the knowledge, skills, and professional effectiveness of the technical assistance recipients. Typical forms of technical assistance include mentoring, coaching, and consultation and will identify or emphasize areas that need attention during focused monitoring visits, determine need for additional technical assistance, and/or modify policies and procedures as necessary. The Quality Improvement Specialists work hand in hand with regional providers and the Part C Coordinator to determine if non-compliance is systemic or isolated and the actions and amount of data required verifying correction. The State Office for Montana Milestones/Part C Early Intervention reviews progress data on a monthly or quarterly basis, depending on issues to ensure benchmarks are being met and working closely with the regional provider to ensure continuous improvement.



## Professional Development System

The mechanisms the State has in place to ensure that service providers are effectively providing services that improve results for infants and toddlers

with disabilities and their families.

**Montana Milestones/Part C Early Intervention** adopted Montana's Comprehensive System of Personnel Development which was developed by Montana's Office of Public Instruction. The system is based on:

- Participatory planning (input and implementation)
- Needs assessment
- In-service
- Pre-service and
- Dissemination and Adoption.

The early intervention educational activities relate to (not an exhaustive list):

- Understanding the basic components of early intervention services available in the State, including Part C service referral processes;
- Comprehension of the Individuals with Disability Education Act, Part C;
- Meeting the interrelated social and emotional, health, developmental, and educational needs of infants and toddlers with disabilities and their families;
- Assisting families in enhancing the development of their children and participating fully in the development and implementation of IFSPs;
- Implementing innovative and evidence-based strategies to support the improved development of infants and toddlers with disabilities;
- Training personnel to coordinate transition services for infants and toddlers with disabilities who are transitioning from Part C early intervention services to another preschool program;
- Training personnel to measure Child Outcomes and use the Child Outcomes Summary Process with fidelity across the State;
- Training personnel to utilize Routines-Based Interviewing™ to develop functional child and family outcomes; and
- Training personnel to utilize a Coaching Interaction Style with Families to promote family roles in the development and implementation of the IFSP.

## Stakeholder Involvement

The mechanism for soliciting broad stakeholder input on targets in the SPP, including revisions to targets.

**Montana Milestones Part C/Early Intervention** engages in a variety of activities to ensure stakeholder input for the 2013 APR (Federal Fiscal Year reporting period of July 1, 2013 to June 30, 2014) for submission by February 2, 2015.

- Montana's Part C Coordinator participated in OSEP's technical assistance conference calls and reviewed SPP/APR materials and instructions to ensure Montana's SPP/APR would be in compliance with OSEP requirements, including the involvement by multiple means for stakeholders to provide input and participate in the development of the SPP/APR.



- Lead agency administrative staff were informed and updated on the SPP/APR requirements, including stakeholder input.
- The FSSAC, Montana's ICC, and seven Part C provider agencies' staff

participated in the development of the SPP/APR in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Child Count (618), the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.

- Montana's Part C Coordinator reviewed the APR data, obtained clarifications concerning the data as needed, and developed the APR draft.
- Stakeholder meeting was held on January 9, 2015 to review and provide feedback for the FFY 2013 APR.
- The draft was revised as needed.
- The FSSAC chairperson reviewed and edited the draft to ensure clear and accurate information for the submission of the FFY 2013 APR due February 2, 2015.
- The FSSAC, Montana's ICC, seven Part C provider agencies' staff, and Montana's Part C Coordinator provided feedback and further input on the last draft of the SPP/APR prior to submission February 2, 2015.

## Reporting to the Public

How the State will report annually to the public on the performance of EIS program or provider located in the State on the targets in the SPP/APR as soon as practicable, but not later than 120 days following the State's submission of its APR as required by 34 CFR §303.702(b)(1)(i)(A).

- **Montana Milestones/Part C Early Intervention** FFY 2013 will be available on Montana Department of Public Health and Human Services website, <http://dphhs.mt.gov/dsd/developmentaldisabilities/PartC-EarlyInt/PartCReports>, along with websites of Montana's Office of Public Instruction (OPI) Special Education; Parents Let's Unite for Kids (PLUK); Montana Council on Developmental Disabilities, and regional provider agencies.
- PLUK disseminates information to access copies of the FFY 2013 APR through their weekly electronic newsletter shared with the families of children with disabilities and professionals in early intervention and special education. The newsletter is also available in print format.
- Montana State Library provides a link to access the State's FFY 2013 APR through state libraries' websites. It is also included in their electronic database catalog.
- The FFY 2013 APR includes Montana's progress or slippage in meeting the measurable targets found for each indicator.
- The FFY 2013 APR is reported to the public as soon as possible after February 2, 2015.

Dissemination of **Montana Milestones/ Part C Early Intervention** Provider Agencies' FFY 2013 APRs to the Public:

- Each Part C provider agencies' FFY 2013 APR will be available at <http://dphhs.mt.gov/dsd/developmentaldisabilities/PartC-EarlyInt/PartCReports> and at each regional provider agency website.



- PLUK disseminates information to access copies of each local provider agencies' FFY 2013 APRs through their weekly electronic newsletter shared with families of children with disabilities and professionals in early intervention and special education. The newsletter

is also available in print format.

- Regional provider agencies' FFY 2013 APRs will be available to the members of the FSSAC, Office of Public Instruction (OPI), and Parents Let's Unite for Kids (PLUK), and Boards of Directors for Part C provider agencies.
- Part C provider agencies' FFY 2013 APRs include progress or slippage in meeting the measurable targets.
- Part C provider agencies' FFY 2013 APRs are reported to the public as soon as possible after February 2, 2015 but no later than April 30, 2015.

## Indicator 1: Timely Provision of Services

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Compliance indicator: Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner. (20 U.S.C. 1416(a)(3)(A) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

#### Measurement:

Percent = [(# of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner) divided by the (total # of infants and toddlers with IFSPs)] times 100.

Account for untimely receipt of services, including the reasons for delays.

FFY	Measurable and Rigorous Target
FFY 2013	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs in a timely manner.

**Montana met its target for FFY 2013. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**



REPORT OF PROGRESS – INDICATOR 1			
	Measurable and Rigorous Target FFY 2013	Actual Target Data FFY 2012	Actual Target Data FFY 2013
<b>Indicator 1:</b> Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.	100%	100%	100%

RAW DATA CALCULATION – INDICATOR 1				
A	B	C	D	E
Total child records reviewed.	Children with IFSPs receiving early intervention services in a timely manner.	Children with IFSPs not receiving early intervention services in a timely manner due to documented exceptional family circumstances.	Percent of children with IFSPs who received early intervention services on their IFSPs in a timely manner or there was a documented exceptional family circumstance that prevented timely service delivery.	Total children not receiving timely service delivery for reason other than documented exceptional circumstances.
146	136	10*	100%	0
*Exceptional family circumstances: Family member hospitalized, family illness required rescheduling, child was placed in seven foster care locations in three months with semi-permanent location established in December resulting in early intervention services implemented, newborn infant's hospitalization in another state, family moved suddenly, family moved out of state, unable to locate family after completion of the IFSP, child was hospitalized, family missed home visit due to family circumstances, family traveling for Thanksgiving.				

#### Methods Used in Collection of Data:

Data is based on two methods of data collection with each Part C provider agency. The two different data collection methods and schedules cover the delivery of services throughout FFY 2013 including both children with their initial IFSP as well as children with subsequent IFSPs.

**Method 1:** A survey method, following specific State Part C protocol, was used to collect data from each Part C provider agency from children's files for the Federal Fiscal Year of July 1, 2013 through June 30,



2014 and submitted to Montana's Part C Coordinator. Each agency randomly selected a specified number of files based on the number of infants and toddlers served throughout the year. The collection provides the State a

proportional representation by geographical region of the whole population served in Montana's Part C. After the selection of random files, data was reviewed to document compliance to timely provision of services for each file. A total of 111 individual files were reviewed from geographical regions around the State: 19 from Region 1; 17 from Region 2; 33 from Region 3; 22 from Region 4; and 20 from Region 5. Regions 1 and 3 have two Part C provider agencies; each of the other regions has one.

**Method 2:** The second method was annual on-site monitoring by Montana's Part C Quality Improvement Specialists (QIS) using Montana's Comprehensive Evaluation Process for Family Education and Support Tool Spreadsheet for FFY 2013. Data was collected throughout the year by each Montana Developmental Disability Program (DDP) regional office. A QIS individually scheduled on-site monitoring with the Part C provider agencies in their region. The monitoring indicated seven of seven Part C provider agencies were found to be in compliance with this indicator (total of 35 infants/toddlers' files were reviewed, five from each regional Part C provider agency). A total of 146 files (111 for Method #1 and 35 for Method #2) were reviewed.

#### **Data from Regional Part C agencies Sampling and Reporting for the APR Information:**

- 136/146 children's files randomly selected using the *Research Randomizer Program* indicated infants and toddlers received Part C early intervention services within 30 days of parent(s) signing IFSP. 10/146 children's files randomly selected using the *Research Randomizer Program* indicated 10 infants and toddlers with IFSPs did not receive early intervention services within 30 days of parent(s) signing IFSP due to exceptional family circumstances.

A proportional sample from each of the seven regional Part C provider agencies for all Part C eligible children with an IFSP and receiving services in FFY 2013 was obtained. The files were reviewed for each child/family selected to determine if services were provided according to the definition of timely services, and recorded: (1) if the Part C service(s) were provided in a timely manner and if not, (2) the number of days over the timely definition for each child if services scheduled were not provided within 30 days after the IFSP was signed, (3) the reason the services were not provided (e.g. child was sick, winter weather prevented travel, service provider canceled) due to exceptional family circumstances or not.

The definition and procedures/instructions ensure uniform implementation of data collection protocol. Each of the seven Part C provider agencies reported data to the Part C Coordinator who reviewed data for compliance and compiled the data for the APR. Each of the seven regional Part C provider agencies maintains a record for **Indicator 1** to include the identification of the children/families randomly selected. During the annual monitoring visit, the Quality Improvement Specialist verifies the accuracy (reliability and validity) of the data submitted.

#### **Data from Montana's Comprehensive Evaluation Tool Monitoring Spreadsheet:**



As part of Montana’s general supervision and monitoring process, a State employee known as a Quality Improvement Specialist (QIS) is assigned to each of the seven regional Part C provider agencies. The data is

collected throughout FFY 2013 as each DDP Regional Office and QIS individually schedule on-site monitoring with the local Part C provider agency in their region. The QIS conducts on-site reviews of five files randomly selected for children in Part C services using Montana’s Comprehensive Evaluation Process for Family Education and Support Services Tool Spreadsheet. The following data is based on monitoring of children and families who received Part C services during FFY 2013. Seven out of seven regional Part C provider agencies were found to be in compliance with this indicator (total of 35 files reviewed, five from each regional provider agency).

- 35/35 (100%) files reviewed indicated services were provided without delay and according to Part C requirements for children/family.
- 35/35 (100%) files reviewed showed each agency provided coordination services for each eligible child and family review.
- 35/35 (100%) files documented resources and support services identified on the IFSP were provided to each eligible child and family.
- 35/35 (100%) files reviewed found IFSPs were in place within 45-days of the referral date.
- 35/35 (100%) files reviewed documented contacts with families for the purpose of providing support coordination, direct services, or supervision of and consultation with subcontracted personnel.

## Indicator 2: Services in Natural Environments

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator: Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings. (20 U.S.C. 1416(a)(3)(A) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≥	97%	97%	98%	98%	99%	99%

The FSSAC, Montana’s ICC, lead agency administrative staff, and seven Part C provider agencies’ staff participated in the setting of targets in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Indicator 2 of the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.

**Measurement:** Percent = [(# of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings) divided by the (total # of infants and toddlers with IFSPs)] times 100.



# Montana MILESTONES



FFY	Measurable and Rigorous Target
<b>FFY 2013</b>	<b>95%</b> of infants and toddlers with IFSPs will primarily receive early intervention services in the home or programs for typically developing children.

Montana met its target for FFY 2013. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):

– INDICATOR 2			
	Measurable and Rigorous Target FFY 2013	Actual Target Data For FFY 2012	Actual Target Data For FFY 2013 REPORT OF PROGRESS
<b>Indicator 2:</b> Percent of infants and toddlers with IFSPs who primarily receive early intervention services in the home or community-based settings.	<b>95%</b>	<b>98%</b>	<b>98.77%</b>

A	B	C	D	E
Infants and toddlers with IFSPs receiving services in the home	Infants and toddlers with IFSPs receiving services in community-based settings	Infants and toddlers with IFSPs receiving services in other settings.	Total infants and toddlers with IFSPs reported.	Percent of infants and toddlers with IFSPs receiving services in the home or community-based settings.
723	7	2	732	98.77%

## Indicator 3: Early Childhood Outcomes

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator: Percent of infants and toddlers with IFSPs who demonstrate improved:**

- A. Positive social-emotional skills (including social relationships);
- B. Acquisition and use of knowledge and skills (including early language/ communication); and
- C. Use of appropriate behaviors to meet their needs.



# Montana MILESTONES

(20 U.S.C. 1416(a)(3)(A) and 1442)



FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A1 ≥	59%	59%	62%	65%	65%	68%
Target A2 ≥	53%	53%	53%	56%	56%	59%
Target B1 ≥	61%	61%	61%	64%	64%	67%
Target B2 ≥	44%	44%	44%	47%	47%	50%
Target C1 ≥	67%	67%	67%	70%	70%	73%
Target C2 ≥	52%	52%	52%	55%	55%	58%

The FSSAC, Montana's ICC, lead agency administrative staff, and seven Part C provider agencies' staff participated in the setting of targets in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Indicator 3 of the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.

Deeper analysis into the Outcomes data variances among the seven providers raised concerns and led to the creation of an Outcomes Work Group with representation from each of the providers. Based upon the work group's investigation and discovery of the systems used by the providers to determine Outcomes ratings, the stakeholders were doubtful that the current baseline data was a true and accurate reflection of Outcomes measurements in Montana. This will be further explained in Montana's SSIP. Based upon the Outcomes data accumulated thus far and the investigation into the reliability and validity of Outcomes measurements; the stakeholders requested Montana proceed with caution using the previously set targets as our continued targets for 2014-2015 with incremental increases following in 2016-2018. As Montana moves through the SSIP with dedicated focus upon data collection, analysis, and decision-making based upon analysis, our objective is to have valid, reliable data to continue to adjust our targets as each year progresses.

## Measurement:

### A. Positive social-emotional skills (including social relationships):

- Percent of infants and toddlers who did not improve functioning =  $\left[ \frac{\text{(\# of infants and toddlers who did not improve functioning)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \times 100$ .
- Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers =  $\left[ \frac{\text{(\# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers)}}{\text{(\# of infants and toddlers with IFSPs assessed)}} \right] \times 100$ .



divided by (# of infants and toddlers with IFSPs assessed)] times 100.

- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

B. Acquisition and use of knowledge and skills (including early language/communication):

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.

If a + b + c + d + e does not sum to 100%, explain the difference.

C. Use of appropriate behaviors to meet their needs:

- a. Percent of infants and toddlers who did not improve functioning = [(# of infants and toddlers who did not improve functioning) divided by (# of infants and toddlers with IFSPs assessed)] times 100.
- b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers = [(# of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by (# of infants and toddlers with IFSPs assessed)] times 100.



functioning but not sufficient to move nearer to functioning comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.

- c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it = [(# of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.
- d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged peers = [(# of infants and toddlers who improved functioning to reach a level comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.
- e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers = [(# of infants and toddlers who maintained functioning at a level comparable to same-aged peers) divided by the (# of infants and toddlers with IFSPs assessed)] times 100.

#### Summary Statements for Each of the Three Outcomes:

**Summary Statement 1:** Of those infants and toddlers who entered or exited early intervention below age expectations in each Outcome, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.

**Measurement for Summary Statement 1:** Percent = # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in category (d) divided by [# of infants and toddlers reported in progress category (a) plus # of infants and toddlers reported in progress category (b) plus # of infants and toddlers reported in progress category (c) plus # of infants and toddlers reported in progress category (d)] times 100.

**Summary Statement 2:** The percent of infants and toddlers who were functioning within age expectations in each Outcome by the time they turned 3 years of age or exited the program.

**Measurement for Summary Statement 2:** Percent = # of infants and toddlers reported in progress category (d) plus [# of infants and toddlers reported in progress category (e) divided by the total # of infants and toddlers reported in progress categories (a) + (b) + (c) + (d) + (e)] times 100.

FFY	Measurable and Rigorous Target
FFY 2013	<p><b>Outcome A: Positive social-emotional skills (including social relationships)</b></p> <ol style="list-style-type: none"> <li>Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 59%</b></li> <li>The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program. <b>Target: 53%</b></li> </ol>



	<p><b>Outcome B: Acquisition and use of knowledge and skills (including early language/communication and early literacy)</b></p> <ol style="list-style-type: none"> <li>1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 61%</b></li> <li>2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program. <b>Target: 44%</b></li> </ol> <p><b>Outcome C: Use of appropriate behaviors to meet their needs:</b></p> <ol style="list-style-type: none"> <li>1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program. <b>Target: 67%</b></li> <li>2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program. <b>Target: 52%</b></li> </ol>
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**Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**

<b>REPORT OF PROGRESS – INDICATOR 3, OUTCOME A</b> <b>Positive social-emotional skills (including social relationships)</b>			
	<b>Measurable and Rigorous Target</b>	<b>Actual Target Data FFY 2012</b>	<b>Actual Target Data FFY 2013</b>
1. Of those children who entered or exited the program below age expectations in Outcome A, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	<b>59%</b>	<b>63%</b>	<b>72%</b>
2. The percent of children who were functioning within age expectations in Outcome A by the time they turned 3 years of age or exited the program.	<b>53%</b>	<b>50% (-3%)</b>	<b>63%</b>



### REPORT OF PROGRESS – INDICATOR 3, OUTCOME B

Acquisition and use of knowledge and skills (including early language/communication and early literacy)

	Measurable and Rigorous Target	Actual Target Data FFY 2012	Actual Target Data FFY 2013
1. Of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	61%	63%	72%
2. The percent of children who were functioning within age expectations in Outcome B by the time they turned 3 years of age or exited the program.	44%	42% (-2%)	56%

### REPORT OF PROGRESS – INDICATOR 3, OUTCOME C

Use of appropriate behaviors to meet their needs

	Measurable and Rigorous Target	Actual Target Data FFY 2012	Actual Target Data FFY 2013
1. Of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program.	67%	67%	73%

# Montana MILESTONES



2. The percent of children who were functioning within age expectations in Outcome C by the time they turned 3 years of age or exited the program.	52%	49% (-3%)	64%
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RAW DATA CALCULATION – INDICATOR 3						
	Indicator 3 Outcome A Positive social-emotional skills		Indicator 3 Outcome B Acquisition and use of knowledge and skills		Indicator 3 Outcome C Use of appropriate behaviors to meet their needs	
	Number of Children	%	Number of Children	%	Number of Children	%
a. Percent of infants and toddlers who did not improve functioning.	15	3%	22	4%	14	2%
b. Percent of infants and toddlers who improved functioning but not sufficient to move nearer to functioning comparable to same-aged peers.	101	18%	113	21%	99	18%
c. Percent of infants and toddlers who improved functioning to a level nearer to same-aged peers but did not reach it.	87	16%	108	19%	82	15%
d. Percent of infants and toddlers who improved functioning to reach a level comparable to same-aged	210	38%	239	44%	219	40%

# Montana MILESTONES



peers.						
e. Percent of infants and toddlers who maintained functioning at a level comparable to same-aged peers.	136	25%	67	12%	135	25%
Total	N=549	100%	N=549	100%	N=549	100%

## Montana met all Targets for FFY 2013.

**Indicator 3A, Summary Statement 1**, of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 72% exceeding the target.

**Indicator 3A, Summary Statement 2**, of those children who entered or exited the program below age expectations in Outcome B, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 63% exceeding the target.

**Indicator 3B, Summary Statement 1**, of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 72% exceeding the target.

**Indicator 3B, Summary Statement 2**, of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 56% exceeding the target.

**Indicator 3C, Summary Statement 1**, of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 73% exceeding the target.

**Indicator 3B, Summary Statement 2**, of those children who entered or exited the program below age expectations in Outcome C, the percent who substantially increased their rate of growth by the time they turned 3 years of age or exited the program was 64% exceeding the target.

Montana's raw data for all providers indicated an increase in all Summary Statements over the previous FFY 2012. Montana's actual number of children with both entry and exit Child Outcomes Summary Forms increased from 322 in FFY 2012 to 549 in FFY 2013. Beginning in March 2013, the online database for the collection of Child Outcomes measurements was implemented requiring providers to input both entry and exit COSF information for exiting children. Previously, all COSF information had been provided to a contracted staff person in paper format via the mail who then compiled the data in paper format. FFY 2012 was a transitional year with both paper and electronic COSF data with only 322 records verifiable as having both exit and entry data for children exiting during the FFY.





As will be further explained in Montana's SSIP, the data collected showed notable variances in measurements among all providers causing the FSSAC and Montana's Part C Coordinator to form a work group to investigate further Montana's Child

Outcomes measurements and data. Analysis indicated providers were not necessarily using the same measurement criteria consistently across the state causing the variances between providers.

Recommendations from the work group included the development of a state-wide professional development plan to increase understanding of the Child Outcomes Summary Process, the use of specific assessment tools across the State, and a document to guide all Child Outcomes Summary teams in their decision-making process leading to a more systemic method of measuring Outcomes.

While the aggregated data for FFY 2013 indicates increases in all Summary Statements, the disaggregated data also indicates some providers score infants and toddlers higher than other providers both at entry and exit and some providers score much lower at entry and exit. The overall result is increased measurement data for all Summary Statements but increases concern about the reliability of the measurements thus the measurements will be a focus of the upcoming SSIP.

## Indicator 4: Family Involvement

*Monitoring Priority: Early Intervention Services In Natural Environments*

**Results indicator: Percent of families participating in Part C who report that early intervention services have helped the family:**

- A. Know their rights;
- B. Effectively communicate their children's needs; and
- C. Help their children develop and learn.

(20 U.S.C. 1416(a)(3)(A) and 1442)

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target A ≥	93%	93%	94%	94%	95%	95%
Target B ≥	93%	93%	94%	94%	95%	95%
Target C ≥	88%	93%	94%	94%	95%	95%

The FSSAC, Montana's ICC, lead agency administrative staff, and seven Part C provider agencies' staff participated in the setting of targets in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Indicator 4 of the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.



The State will be implementing a different interviewing structure in the upcoming FFY 2014 for Quality Improvement Specialists to conduct with families as well as the requirement that all families view Montana's Part C Early Intervention Procedural

Safeguards video when they initially enter supports and services and then again annually.

#### Measurement:

- A. Percent =  $\left[ \left( \frac{\text{\# of respondent families participating in Part C who report that early intervention services have helped the family know their rights}}{\text{\# of respondent families participating in Part C}} \right) \times 100 \right]$ .
- B. Percent =  $\left[ \left( \frac{\text{\# of respondent families participating in Part C who report that early intervention services have helped the family effectively communicate their children's needs}}{\text{\# of respondent families participating in Part C}} \right) \times 100 \right]$ .
- C. Percent =  $\left[ \left( \frac{\text{\# of respondent families participating in Part C who report that early intervention services have helped the family help their children develop and learn}}{\text{\# of respondent families participating in Part C}} \right) \times 100 \right]$ .

FFY	Measurable and Rigorous Target
FFY 2013	<ul style="list-style-type: none"> <li>A. <b>93%</b> will report early intervention services have helped the family know their rights.</li> <li>B. <b>93%</b> will report early intervention services have helped the family effectively communicate their child's needs.</li> <li>C. <b>88%</b> will report early intervention services has helped the family help their children develop and learn</li> </ul>

Montana met its FFY 2013 targets. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):

REPORT OF PROGRESS – INDICATOR 4			
	Measurable and Rigorous Target	Actual Target Data FFY 2012	Actual Target Data FFY 2013
<b>Indicator 4A:</b> Percent of families who report that early intervention services have helped the family know their rights.	93%	96%	93%
<b>Indicator 4B:</b> Percent of families who report that early	93%	97%	94%

# Montana MILESTONES



intervention services have helped the family effectively communicate their children's needs.			
<b>Indicator 4C:</b> Percent of families who report that early intervention services have helped the family help their children develop and learn.	<b>88%</b>	<b>97%</b>	<b>93%</b>

RAW DATA CALCULATION – INDICATOR 4A		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family know their rights.	Percent of families reporting that early intervention services have helped their family know their rights.
385	358	93%

RAW DATA CALCULATION – INDICATOR 4B		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family communicate their children's needs.	Percent of families reporting that early intervention services have helped their family communicate their children's needs.
385	360	94%

RAW DATA CALCULATION – INDICATOR 4C		
A	B	C
Total surveys received	Total families reporting that early intervention services have helped their family help their children develop and learn.	Percent of families reporting that early intervention services have helped their family help their children develop and learn.
385	357	93%

## Data from Montana's Comprehensive Evaluation Tool Monitoring Spreadsheet

As part of Montana's general supervision monitoring, Quality Improvement Specialists (QISs) reviewed 35 randomly selected files of children and families receiving Part C services from regional Part C provider



agencies (all agencies are monitored annually) and interviewed a sample of families who received Part C services to determine the impact of their satisfaction with Part C services. During the past year, interviewed families receiving services from the regional Part

C agencies indicated the services were of benefit for their child and family. Overall, families were satisfied with the services they received.

Montana's Child Count data (618) for FFY 2013 indicate 732 children served on November 15, 2013. The two largest races/ethnicities in Montana are white with a count of 565 (78%) and American Indian or Alaska Native with a count of 71 (10%). Although family surveys did not ask for race/ethnicity, return rates of those agencies serving the largest populations of American Indian or Alaska Native (typically on or near reservations) had sufficient return rates to indicate representation from that race/ethnicity category. In addition, parents from every region of the State participated in the survey including rural/remote areas as well as urban areas of Montana. Given the small number of families receiving services for each regional Part C agency, it is difficult to obtain specific information about each family's characteristics without compromising the disclosure of personally identifiable information.

Within our SSIP, the creation of a new monitoring tool for Quality Improvement Specialists is under way with additional focus on family interviewing to determine the impact of early intervention and gage a family's understanding of their rights and responsibilities.

## Indicator 5: Child Find (Birth to One)

*Monitoring Priority: Effective General Supervision Part C / Child Find*

**Results indicator: Percent of infants and toddlers birth to 1 with IFSPs compared to national data. (20 U.S.C. 1416(a)(3)(B) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≤	1.39%	1.43%	1.43%	1.46%	1.46%	1.46%

The FSSAC, Montana's ICC, lead agency administrative staff, and seven Part C provider agencies' staff participated in the setting of targets in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Indicator 5 of the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.

Concern was expressed that our efforts to serve infants and toddlers, birth to one year of age, continue to lag. A number of targeted strategies including increased partnerships, a succinct state-wide definition of what early intervention truly is in Montana, and a marketing campaign to increase awareness and recognition of **Montana Milestones/Part C Early Intervention** are planned for FFY 2014. With those strategies in mind, the group chose to increase targets for this Indicator slowly over the course of the next few years. Population estimates note a very gradual increase in this population group in Montana with some specific regions (pilots for the upcoming SSIP) showing substantial growth in the under age



four demographic group while overall Montana's median population continues to age. However, the reason for targeted growth in one particular region is due to the Bakken and is unlikely to continue over the long term; hence, the reason for the moderate

targets set.

Measurement:

**Percent = [(# of infants and toddlers birth to 1 with IFSPs) divided by (the population of infants and toddlers birth to 1)] times 100 compared to national data.**

FFY	Measurable and Rigorous Target
FFY 2013	Part C in Montana will serve <b>1.39%</b> of all infants in the state

**Montana did not meet its FFY 2013 target. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**

REPORT OF PROGRESS – INDICATOR 5			
	Measurable and Rigorous Target FFY 2013	Actual Target Data FFY 2012	Actual Target Data FFY 2013
<b>Indicator 5:</b> Percent of infants and toddlers with IFSPs birth to 1.	<b>1.39%</b>	<b>1.43%</b>	<b>1.07% (.32%)</b>

#### Montana's Raw Data:

130 (infants and toddlers, birth to age one) with IFSPs divided by 12,157\* (\*2010 Census data population of infants and toddlers, birth to age one) times 100 = 1.06934% compared to national data, 1.02%

**Montana did not meet its target showing a decrease of .32%.**

**Discussion of Improvement Activities Completed and Explanation of Progress or Slippage that occurred for FFY 2013:**

**Notes:** Montana recognizes our referral system is inadequate for referrals in this age group, birth to one year. Systemic and sustained approaches to sharing **Montana Milestones/Part C Early Intervention** information and referrals continue to be ongoing in all regional areas with additional focus upon collaboration with Early Head Start, Head Start, Public Health, and Maternal and Early Childhood Home Visiting. A strategic initiative conceived by the FSSAC for FFY 2014 is the branding of Part C Early Intervention in Montana. The naming of Montana's Part C program, **Montana Milestones**, is a



component of the initiative which will also include the development of a position paper, *Early Intervention in Montana*, employing a collaborative state-wide group of regional providers, parents, therapists, and FSSAC

members. This document will coincide with a state-wide marketing plan as an additional element to increase recognition across the Montana of Part C Early Intervention supports and services.

The FSSAC has created and implemented Strategic Initiative 3: *Build a collaborative culture* for FFY 2014 in an effort to build a roadmap of systems and services to provide information about our partners and a linked system of professional development, implementation systems, and strategies to increase awareness of early identification and early referrals. Staff from Maternal and Early Childhood Home Visiting, Part C Early Intervention, Early Head Start, Head Start, and Best Beginnings Coalitions met in all regions of the State during the spring and summer of 2014.

## Indicator 6: Child Find (Birth to Three)

*Monitoring Priority: Effective General Supervision Part C / Child Find*

**Results indicator: Percent of infants and toddlers birth to 3 with IFSPs compared to national data. (20 U.S.C. 1416(a)(3)(B) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target ≤	2.14%	2.14%	2.20%	2.20%	2.20%	2.25%

The FSSAC, Montana's ICC, lead agency administrative staff, and seven Part C provider agencies' staff participated in the setting of targets in the following ways: (1) informed of the APR requirements and changes, and (2) reviewed and provided feedback on data collected for Indicator 6 of the FFY 2013 Annual Performance Report, and the upcoming State Systemic Improvement Plan, Phase I.

The stakeholder group expressed pleasure that our efforts to serve infants and toddlers, birth to three years of age, improved over FFY 2012; however, Montana's trend data does not indicate continuous improvement over the years. As noted previously, a number of targeted strategies including increased partnerships, a succinct state-wide definition of what early intervention truly is in Montana, and a marketing campaign to increase awareness and recognition of Montana Milestones/Part C Early Intervention are planned for FFY 2014. After discussions with a variety of professional groups around Montana, the Part C Coordinator, working in conjunction with the Montana Infant and Early Childhood Home Visiting program, held regional meetings around the State during the spring and summer of 2014. The objective was to enhance and increase partnerships with many of our referral sources. We found we all didn't really understand what each program provided for infants and toddlers and their families. The benefit of those meetings will be measured during FFY 2014 when each regional provider reflects on their referral systems. With those strategies in mind, the group chose to increase targets for this Indicator slowly over the course of the next few years. Population estimates note a very gradual



increase in this population group in Montana with some specific regions (pilots for the upcoming SSIP) showing substantial growth in the under age four demographic group while overall Montana's median population continues to age. However, the reason

for targeted growth in one particular region is due to the Bakken and is unlikely to continue over the long term; hence, the reason for the moderate targets set.

Measurement:

**Percent = [(# of infants and toddlers birth to 3 with IFSPs) divided by the (population of infants and toddlers birth to 3)] times 100 compared to national data.**

FFY	Measurable and Rigorous Target
FFY 2013	Part C in Montana will serve <b>2.14%</b> of all infants and toddlers in the state

**Montana did not meet its FFY 2013 target. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**

REPORT OF PROGRESS – INDICATOR 6			
	Measurable and Rigorous Target FFY 2013	Actual Target Data FFY 2012	Actual Target Data FFY 2013
<b>Indicator 5:</b> Percent of infants and toddlers with IFSPs birth to age 3.	<b>2.14%</b>	<b>1.80%</b>	<b>1.97% (.17%)</b>

#### Montana's Raw Data:

732 infants and toddlers, birth to three years of age with IFSPs divided by 37,122 (population of infants and toddlers, birth to three years of age, in Montana) times 100 = 1.97% compared to national data, 2.79%.

Montana's data showed slippage and did not meet the target for **Indicator 6**; however, it increased from FFY 2012 by .17%.

All Part C provider agencies participate in a variety of child find events in their regions working with varied partners and in various locations within their communities. Each child find event provides an opportunity to increase collaboration, awareness, and understanding of early intervention in Montana; however, providers debate the value of the events to actually identify children with special needs. Data indicates more collaborative child find events were held in FFY 2013.





Collaborative Child Find Events			
Program	Number of activities for FFY 2012	Number of activities for FFY 2013	Comparison of the years
Schools/Special Education Cooperatives	125	153	+28
Early Head Start/Head Start	26	29	+3
Public Health	15	17	+2
EPSDT	0	0	0
Other	112	141	+29

Part C provider agencies are working towards fostering positive relationships with referral sources. Concerns brought forth to the Part C Coordinator by spokespersons for professional groups of Occupational Therapists, Speech/Language Pathologists, and Physical Therapists during FFY 2013 led to more inclusion for those groups in our professional development training, as increased representation in the FSSAC, and representation in the collaborative effort to determine the mission of Montana Milestones Part C/Early Intervention position paper. Public health staff in regional areas also expressed apprehension they were not collaborating more closely with Part C; therefore, public meetings with public health, Early Head Start, Head Start, Maternal and Early Childhood Home Visitors, Best Beginnings Child Care members, and regional Part C staff were held during the spring and summer of 2014 to encourage understanding of each program and promote partnerships.

Referrals Received by Regional Part C Agencies			
Primary Referral Sources	Number of referrals FFY 2012	Number of referrals for FFY 2013	Comparison of the years
Hospitals	116	86	-30
Physicians	355	345	-10
Parents	268	300	+32
Child care	105	24	-81
Schools	30	12	-18
Public Health	75	58	-17
Child Protective	153	191	+38
Other Social Services	201	47	-154
Other Healthcare Provider	46	61	+15

# Montana MILESTONES



Other	118	186	+68
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## Indicator 7: 45-day timeline

*Monitoring Priority: Effective General Supervision Part C / Child Find*

**Compliance indicator: Percent of eligible infants and toddlers with IFSPs for whom an initial evaluation and initial assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline. (20 U.S.C. 1416(a)(3)(B) and 1442)**

### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

### Measurement:

Percent = [(# of eligible infants and toddlers with IFSPs for whom an initial evaluation and initial assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline) divided by the (# of eligible infants and toddlers evaluated and assessed for whom an initial IFSP was required to be conducted)] times 100.

Account for untimely evaluations, assessments, and initial IFSP meetings, including the reasons for delays.

FFY	Measurable and Rigorous Target
FFY 2013	100% of all infants and toddlers eligible for Part C services will have completed evaluation(s) and assessment(s) and an initial IFSP meeting conducted within Part C's 45-day timeline.

**Montana met its FFY 2013 target. Actual Target Data for FFY 2013 (July 1, 2013 – June 30, 2014):**

REPORT OF PROGRESS – INDICATOR 7			
	Measurable and Rigorous Target FFY 2013	Actual Target Data FFY 2012	Actual Target Data FFY 2013
Indicator 7: Percent of eligible infants with	100%	100%	100%

# Montana MILESTONES



IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.			
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RAW DATA CALCULATION – INDICATOR 7				
A	B	C	D	E
Total child records reviewed	Children with timely evaluation and assessment and initial IFSP.	Children with evaluation and assessment and initial IFSP completed more than 45 days from the child's referral, with documented exceptional family circumstances that caused the delay.	Percent of children with timely evaluation and assessment and initial IFSP or there is a documented exceptional family circumstance that caused the delay in the completion of the evaluation and assessment and initial IFSP.	Children whose evaluation and assessment and initial IFSP were held more than 45 days from the date of the referral for reasons other than documented exceptional family circumstances.
146	136	10*	100%	0
*Exceptional family circumstances: Family member hospitalized, family illness required rescheduling, child was placed in seven foster care locations in three months with semi-permanent location established in December resulting in completion of the IFSP and early intervention services implemented, newborn infant's hospitalization in another state, family moved suddenly, family moved out of state, unable to locate family after completion of the IFSP, child was hospitalized, family missed home visit due to family circumstances, family traveling for Thanksgiving.				

## Data from Regional Part C agencies Sampling and Reporting for the APR Information:

- 111/111 children's files randomly selected using the *Research Randomizer Program* indicated infants and toddlers received timely evaluation and assessment and initial IFSP within 45 days.

A proportional sample from each of the seven regional local provider agencies was required to complete a random sample of files using the *Research Randomizer Program* from all Part C eligible children with an IFSP and received services in FFY 2013. The files were reviewed for each child/family selected to



determine if services were provided according to the definition of timely services, and recorded: (1) if the Part C IFSP was provided in a timely manner and if not, (2) the number of days over the child's referral, (3) the reason the

IFSP was not completed prior to the 45 day timeline.

#### Data from Montana's Comprehensive Evaluation Tool Monitoring Spreadsheet:

- 35/35 (100%) files reviewed found IFSPs were in place within 45-days of the referral date.

The data is collected throughout FFY 2013 as each DDP Regional Office and QIS individually schedule on-site monitoring with the local provider agency in their region. The QIS conducts on-site reviews of five files randomly selected for children in Part C services using Montana's Comprehensive Evaluation Process for Family Education and Support Services Tool Spreadsheet. The data is based on monitoring of children and families who received a Part C services and were evaluated and assessed with an initial IFSP completed within 45 days during FFY 2013. Seven out of seven regional provider agencies were found to be in compliance with this indicator (total of 35 files reviewed, five from each regional provider agency).

### Indicator 8: Early Childhood Transition

*Monitoring Priority: Effective General Supervision Part C / Child Find*

**Compliance indicator: The percentage of toddlers with disabilities exiting Part C with timely transition planning for whom the Lead Agency has:**

- Developed an IFSP with transition steps and services at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday;
- Notified (consistent with any opt-out policy adopted by the State) the SEA and the LEA where the toddler resides at least 90 days prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services; and
- Conducted the transition conference held with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services.

(20 U.S.C. 1416(a)(3)(B) and 1442)

#### FFY 2013 – FFY 2018 Targets

FFY	2013	2014	2015	2016	2017	2018
Target	100%	100%	100%	100%	100%	100%

#### Measurement:

A. Percent = [(# of toddlers with disabilities exiting Part C who have an IFSP with transition steps and



services at least 90 days, and at the discretion of all parties not more than nine months, prior to their third birthday) divided by the (# of toddlers with disabilities exiting Part C)] times 100.

- B. Percent =  $\left[ \frac{\text{(\# of toddlers with disabilities exiting Part C where notification (consistent with any opt-out policy adopted by the State) to the SEA and LEA occurred at least 90 days prior to their third birthday for toddlers potentially eligible for Part B preschool services)}}{\text{(\# of toddlers with disabilities exiting Part C who were potentially eligible for Part B)}} \right] \text{ times } 100.$
- C. Percent =  $\left[ \frac{\text{(\# of toddlers with disabilities exiting Part C where the transition conference occurred at least 90 days, and at the discretion of all parties not more than nine months prior to the toddler's third birthday for toddlers potentially eligible for Part B)}}{\text{(\# of toddlers with disabilities exiting Part C who were potentially eligible for Part B)}} \right] \text{ times } 100.$

Account for untimely transition planning under 8A, 8B, and 8C, including the reasons for delays.

FFY	Measurable and Rigorous Target
<b>FFY 2013</b>	<p><b>100%</b> of all children exiting Part C will receive timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including.</p> <p>A. <b>100%</b> IFSPs with transition steps and services developed at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's third birthday;</p> <p>B. <b>100%</b> Notification (consistent with the opt-out policy adopted by the State) to LEA/SEA where the toddler resides at least 90 days prior to the toddler's third birthday for toddlers potentially eligible for Part B preschool services; and</p> <p>C. <b>100%</b> Transition conference occurred with the approval of the family at least 90 days, and at the discretion of all parties, not more than nine months, prior to the toddler's birthday for toddlers potentially eligible for Part B preschool services.</p>

**Montana met its target for FFY 2013. Actual Target Data for FFY 2013:**

**Indicator 8A:**  $100\% = \left[ \frac{96}{96} \times 100 \right]$  of children exiting Part C had an IFSP with transition steps and services developed at least 90 days and not more than nine months prior to the child's third birthday.

- Montana met the target for Indicator 8A.

**Indicator 8B:**  $100\% = \left[ \frac{81}{81} \times 100 \right]$  of children exiting Part C and potentially eligible for Part B had notification sent to the LEA/SEA at least 90 days prior to the child's third birthday.



**Note:** For 15 of the 96 files reviewed, families chose to pursue other community options instead of public school special education preschool services. Their “opt out” choices occurred during the initial

IFSP/transition planning process so their children were not included in the notification to Part B schools.

- Montana met the target for Indicator 8B.

**Indicator 8C:** 100% =  $[89/89 \times 100]$  of children exiting Part C and potentially eligible for Part B had the transition conference occur at least 90 days and not more than nine months prior to the child’s birthday.

**Note:** For seven of the 96 files reviewed, families did not provide approval to conduct the transition conference due to exceptional family circumstances: two families moved out of the region prior to transition conference and were unable to be located, two families chose to remain in their child’s daycare setting, one family chose not to provide approval as their child had made progress, and two families chose to exit from services and supports prior to approval being granted.

- Montana met the target for Indicator 8C.

REPORT OF PROGRESS – INDICATOR 8			
	Measurable and Rigorous Target FFY 2013	Actual Target Data FFY 2012	Actual Target Data FFY 2013
<b>Indicator 8A:</b> IFSPs with transition steps and services developed at least 90 days and not more than nine months prior to the child’s third birthday.	100%	100%	100%
<b>Indicator 8B:</b> Notification to the LEA/SEA at least 90 days prior to the child’s third birthday if the child is potentially eligible.	100%	100%	100%
<b>Indicator 8C:</b> Timely, at least 90 days and not more than nine months prior to the child’s birthday, transition conference.	100%	100%	100%
RAW DATA CALCULATION – INDICATOR 8A			
A	B	C	D

# Montana MILESTONES



Total child records reviewed.	Children with transition steps and services to support the child's transition developed at least 90 days and not more than nine months prior to the child's third birthday.	Children with transition plans that do not include steps and services to support the child's transition.	Percent of children with transition plans including steps and service developed at least 90 days and not more than nine months prior to the child's third birthday.
96	96	0	100%

## RAW DATA CALCULATION – INDICATOR 8B

A	B	C	D	E
Total child records reviewed.	Children whose families opted out of notification.	Children with notification to the LEA/SEA at least 90 days prior to the child's third birthday.	Children for whom the LEA/SEA was not notified (excluding children whose families opted out of notification).	Percent of children with notification to the LEA/SEA at least 90 days prior to the child's third birthday.
96	15	81	0	100%

## RAW DATA CALCULATION – INDICATOR 8C

A	B	C	D	E
Total child records reviewed.	Children for whom the family did not provide approval to conduct the transition conference due to exceptional family circumstances.	Total child records reviewed less the children for whom the family did not provide approval to conduct the transition and the transition conference was not held due to exceptional family circumstances.	Children with timely transition conference, at least 90 days and not more than nine months prior to the child's third birthday	Percent of children with timely transition conference, at least 90 days and not more than nine months prior to the child's third birthday, if child potentially eligible for





				Part B.
96	7*	89	89	100%
* <b>Exceptional family circumstances:</b> 2 families moved out of the region prior to transition conference and were unable to be located, 2 families chose to remain in their child's daycare setting, 1 family chose not to provide approval as their child had made progress, and 2 families chose to exit from services and supports prior to approval being granted.				

Each of the seven regional Part C provider agencies randomly selected a certain number of files using the *Research Randomizer Program* of all eligible children (with IFSPs) who turned 36 months during FFY 2012. A survey method, following specific State Part C agency protocol, was used to collect data from each of the seven regional Part C provider agencies. The transition data was collected and reviewed by Part C provider agency staff to document compliance to the Part C transition requirements for each of the files (96 individual files were reviewed): 15 from Region 1, 14 from Region 2, 28 from Region 3, 20 from Region 4, and 19 from Region 5. Regions 1 and 3 have two providers; each other region has one. The files were reviewed to determine: (1) if transition steps and services were developed on the IFSP 90 days or not more than nine months prior to the child's third birthday, (2) if notification to LEA and SEA occurred if the child was potentially eligible for Part B at least 90 days prior to the child's birthday, and (3) if a transition conference was held 90 days or not more than nine months prior to the child's third birthday, if the child was potentially eligible for Part B. If any of the above steps did not occur, an explanation was provided. The seven regional Part C provider agencies reported the data to the Part C Coordinator in November 2014 and the data was reviewed to ensure compliance to Part C transition requirements and compiled the data for the APR. Each regional Part C provider agency keeps records for this indicator including the identification of the children/families randomly selected. The DDP, during the annual monitoring visit, verifies the accuracy (reliability and validity) of the data.

#### Monitoring Data:

Data was collected from Montana's Comprehensive Evaluation Process for Family Education and Support Service Tool Spreadsheet, part of Montana's general supervision and monitoring process that addressed factors dealing with transition for FFY 2013 (total of 35 randomly selected files were reviewed, five from each agency, covering the entire State).

- 35/35 (100%) files documented the agency cooperated and coordinated with other community service agencies in meeting child and family needs.
- 35/35 (100%) files reviewed included documentation letting parents know their child would be exited from Part C Services when they become three years of age.
- For each of the seven regional Part C agencies, an additional two files for transition-aged children were also reviewed for each agency in addition to the 35 files reviewed. 14/14



files of children who were at transition age had documentation showing the families were made aware of the differences and similarities between Part C and Part B services.

- 7/7 agencies have interagency agreements in place with

local education agencies which support smooth transitions for children and families to preschool services. The data from Montana's Comprehensive Evaluation Process for Family Education and Support Services tool for the last nine fiscal years (2003 through 2012) demonstrated 100% compliance for the questions used for monitoring transition.

## Indicator 9: Resolution Sessions

*Monitoring Priority: Effective General Supervision Part C / General Supervision*

**Results indicator: Percent of hearing requests that went to resolution sessions that were resolved through resolution session settlement agreements (applicable if Part B due process procedures are adopted). (20 U.S.C. 1416(a)(3)(B) and 1442)**

This indicator is not applicable to Montana as the Part B due process procedures have not been adopted.

## Indicator 10: Mediation

*Monitoring Priority: Effective General Supervision Part C / General Supervision*

**Results indicator: Percent of mediations held that resulted in mediation agreements. (20 U.S.C. 1416(a)(3)(B) and 1442)**

Montana did not have any requests for mediation for FFY 2013, which follows the trend from previous APRs. Eight informal complaints were reported and each was resolved within each provider agency by provider agency personnel.